

## **April 12, 1994, Retro Advisory Committee Meeting:**

### **In attendance:**

Donna Ganders  
Keith Mathews  
John Gentry  
Jim Nunn  
Ray Poe

### **Guests:**

Linda Harvey, Washington State Farm Bureau  
Vicki Mast, Associated Grocers  
Ken Dyer, New Industry Comp  
Rita Norton, WCLA  
Myrna North, Retro Coordinator, L&I  
Gary Griesmeyer, Actuary, L&I  
Renee Brady, Policy Management, L&I  
Carol Stanford, Case Reserve, L&I

### **Renee Brady, Policy Management Services - Master Business Application**

Renee provided the committee members with an outline of the Master Business Application process. The applications are submitted to Department of Licensing which has the capability to share the information electronically with the Department of Revenue. If information is missing on the form, the Department of Licensing will obtain the missing information. The application stays at Department of Licensing until the information is obtained, then it is forwarded electronically to L&I at that time.

- . Name changes for corporations will not require account number change
- . Trade name changes do not require account number change, but an application needs to be submitted
- . Partnership change of 51% or more, may change the whole policy, need to submit application for evaluation

### **Carol Stanford, Case Reserve - Overview of Case Reserve functions**

Carol provided handouts giving a brief overview of Case Reserve.

- . Initial reserves evaluated at 9 months, then Case Reserve staff try to review them again every six months. These initial reviews are a priority and are completed each month.

Due to current backlog, the future reviews may not take place at the six month time increments (currently a backlog of 7,000 - 8,000).

- . The timeframe for case reserving a claim is not driven by WAC guidelines.

Any further questions can be directed to Carol at 956-5073.

Kathy Kimbel will be suggesting to Doug Connell, Claims Administration Program Manager, that the initial case reserve review on a claim be completed at seven months instead of nine, which would be before the 10 month adjustment reviews. Kathy will also be suggesting to Doug that the Case Reserve worksheet, which is sent to the claim file be sent to the employer for their information.

### **Gary Griesmeyer, Actuary - Loss Develop Factor calculation - Stop Loss Insurance**

Gary provided handouts with brief overviews of how the LDF is calculated. The stop loss insurance topic is still open for discussion. Estimated completion/implementation is January 1995. Gary will be providing an update on stop loss insurance at the June Advisory Committee Meeting.

### **Member Vacancies:**

Currently have 1 association representative and 1 Individual representative vacancy on the Advisory Committee. Kathy will bring the names to be considered to the next committee meeting for recommendations. Director Mark Brown has the final appointment authority.

### **1994 Retro Conference update**

Ray Poe has contacted an independent coordinator for a cost estimate.

Question brought up as to whether a breakout session on Retro should be a part of the Governors Safety and Health Conference in Spokane. It was decided that it would not be the right audience for such a session. However, Kathy Kimbel will be checking with the conference coordinator regarding a Retro Seminar being held there.

Should the independent coordinator not be a viable option, someone from the committee will need to take over the conference coordination. A sub-committee will need to be formed to make decisions regarding the conference whether in the independent coordinator is hired or not. Donna, Jim and Ray volunteered to be on the committee. Solicitation of those absent from this meeting will need to be made.

### **Updates:**

Kathy provided a brief update on the DSHS Task Force. Labor & Industries was directed by Legislature to complete a study on controlling workers' compensation costs within certain institutions within DSHS, as well as an assault study. What was found was:

- . Only 9% of the staff were trained on assaults
- . Understaffing
- . No alarm systems set up for when assaults occur
- . Staff receive little or no training

The draft report was sent to DSHS at the beginning of April for their approval. Kathy will be providing an update at the June Advisory Meeting.

Kathy will also be providing an update on Logging incentives and Worksafe 90' at the next meeting.

**Rate Hearings Dates:**

November 7, 1994 - Tumwater  
November 8, 1994 - Seattle  
November 9, 1994 - Spokane  
November 10, 1994 - Yakima

**Next agenda:**

Risk Management Automation Project  
Managed Care Project update  
Stop Loss Insurance update  
Update on Worksafe 90'  
Update on Logging Incentives  
Update on DSHS Task Force

**The next meeting will be on Tuesday, June 7, 1994, from 9:00 - noon in room N438.** The conference room is on the 4th floor, which is a secured floor. There is a phone located in the 4th floor lobby to call the receptionist, she will let you in and direct you to the conference room.

RAC:lf

